



EXAMINATION INFORMATION ALERT for County and Municipal Police Promotional Processing 2003 Schedule

This bulletin establishes the Department of Personnel schedule for specific police promotional titles.

DEADLINES

An Appointing Authority's request for an examination, as noted, is due as follows:

<u>Date</u>	<u>Title</u>
January 1 st	Police Chief, Deputy Police Chief and Police Inspector
April 1 st	Police Sergeant
May 1 st	Police Lieutenant
May 1 st	Police Captain
July 1 st	Police Chief, Deputy Police Chief and Police Inspector

PROCEDURES

The Department of Personnel will process promotional examinations as follows:

1) **POLICE CHIEF, DEPUTY POLICE CHIEF AND POLICE INSPECTOR**

Employer Request to HRM Consultant Team:	DOP Issues Announcement:	Application Filing Deadlines:	Closing Dates:	Tentative Test Dates:
January 1, 2003	March 1, 2003	March 21, 2003	May 31, 2003	June 2003
July 1, 2003	September 1, 2003	September 22, 2003	November 30, 2003	December 2003

2) **POLICE CAPTAIN**

Employer Request to HRM Consultant Team:	DOP Issues Announcement:	Application Filing Deadline:	Closing Date:	Tentative Test Date:
May 1, 2003	July 1, 2003	July 21, 2003	September 30, 2003	October 2003

NOTE: The oral portion of the examination will be given within two months from the date of the written portion.

3) **POLICE LIEUTENANT**

Employer Request to HRM Consultant Team:	DOP Issues Announcement:	Application Filing Deadline:	Closing Date:	Tentative Test Date:
May 1, 2003	July 1, 2003	July 21, 2003	September 30, 2003	October 2003

4) **POLICE SERGEANT**

Employer Request to HRM Consultant Team:	DOP Issues Announcement:	Application Filing Deadline:	Closing Date:	Tentative Test Date:
April 1, 2003	June 1, 2003	June 21, 2003	August 31, 2003	September 2003

Note to Appointing Authorities and Candidates:

- The Department of Personnel anticipates issuing announcements semi-annually/annually. The Department believes that establishing the dates in advance should assist Appointing Authorities in planning and anticipating effectively their personnel needs and will serve to notify all parties in advance of scheduled promotional examination announcements.
- Applications must be filed no later than the application filing deadline issued on the announcement. Examinations will be held during the range of dates indicated in this EIA barring any unforeseen circumstances.

INTERNAL NO: 1.015e	EXTERNAL NO: 9d	ISSUED: November 2002	APPROVED BY: _____ (Director)
------------------------	--------------------	--------------------------	-------------------------------------